



St Mary's School

Parent Fundraising Group Minutes – September 14, 2022

7:00 pm

Meeting Objective(s)			
Review of fundraising plan for the 22/23 school year and set committees			
Attendance			
Breanne Holitzki	Melissa Godbout	Fatima Layno	Lucia Benacka
Annie	Elvie Aguilar	Francisca Pinca	Hilda Njau
Jenna Winterhoff	Kelly Swoboda	Catherine Manzano	
Maria Fernanda		Andrea Smith	
1. Opening	<p>Opening Prayer</p> <p>Introductions</p> <p>PFG Contacts: Breanne Holitzki is the main fundraising coordinator again this year... She will be the point person for the Fundraising Group again this year (thank you, Breanne!). If you need to reach her you can email her at pfg@saintmarysschool.ca</p> <p>Melissa Godbout is the Parish Education Committee (PEC) representative for the PFG. She will be coordinating and liaising with the PEC and will also be managing the promotion, marketing and communications efforts for our initiatives. She can be reached at fundraising@saintmarysschool.ca</p> <p>Approval of Agenda – Breanne Holitzki, Jenna Winterhoff</p> <p>Approval of Minutes: June 2022 meeting – Breanne Holitzki, Kelly Swoboda</p>		
2. Old Business	<i>None</i>		
3. New Business	<ul style="list-style-type: none"> Breanne Holitzki is the main fundraising coordinator again this year... She will be the point person for the Fundraising Group again this year (thank you, Breanne!). If you need to reach her you can email her at pfg@saintmarysschool.ca Melissa Godbout is the Parish Education Committee (PEC) representative for the PFG. She will be coordinating and liaising with the PEC and will also be managing the promotion, marketing and communications efforts for our initiatives. She can be reached at fundraising@saintmarysschool.ca 		

	<ul style="list-style-type: none"> • Our fundraising plan for the 22/23 school year was shared (will add a photo below), which outlined the fundraising initiatives we have set out for the year, with their respective targets, revenue sources, timeframes, and budget/volunteer/time requirements. • Any new suggestions for events may be considered, provided they make sense financially and can easily replace something already identified. (We already have a lot of fundraisers set for the year- adding more will just create fundraising fatigue and will exhaust our volunteers and donors.) If you have a suggestion, let myself or Breanne know and we will send you a summary sheet to fill out, which we will bring to the next PFG meeting for discussion. 		
	<ul style="list-style-type: none"> • Planning committees will be needed for our major fundraising events (Oktoberfest, Italian Night, Golf Tournament)- Oktoberfest is up first and we NEED to get going with this right now! Please comment below if you can be a part of the planning of this fantastic fundraiser and Jenna Winterhoff (the Oktoberfest head) will connect with you! <ul style="list-style-type: none"> ○ We also need someone to coordinate our Raffle fundraiser. Fr. Wilfred is excited about this and has all the information. You will need to get the gambling license, coordinate the printing of the tickets (and tracking) and source the prizes. Comment below if you can help with that! 		
	<ul style="list-style-type: none"> • Community Builders: these are FUN-focused events or activities that bring our school community together, but raising large amounts of money isn't the main goal. These are super important to building up our school culture and connection, but since they aren't geared towards fundraising, they don't make up the fundraising plan. Some popular community builders we've had in the past include Trivia Night, Bingo Night, Movie Night, etc. Yes, these events do usually bring in some money, but they are more about bringing this amazing 		
	<ul style="list-style-type: none"> • Please consider joining the St Marys School PFG Conversations group on Facebook (https://www.facebook.com/groups/735800054043025) to be more involved and connected with the other PFG members. 		
Action Items	Task	Person Responsible	Deadline
4. Adjournment			
Next Meeting			